

# John Doe

jo.doe@wartburg.edu | (000)000-000 | 100 Wartburg Blvd. | Waverly, IA 50677

---

## EDUCATION

Bachelor of Arts Degree - Business Administration Minor: Leadership and Environmental Studies May 2025  
Wartburg College, Waverly Iowa Concentration: Business Management

## RELEVANT COURSEWORK

Human Resource Management	Intro to Psychology
Exploring Elements of Leadership	Statistical Methods
Business Professional Career Prep	Principles of Management

## BUSINESS RELATED PROJECTS

Community Builders Project | Leadership Theories and Practices | Wartburg College | Waverly, IA Apr. 2024

- Built a lesson plan for middle schoolers to learn and implement a win-win mindset
- Led with enthusiasm and optimism to effectively communicate and increase engagement

12 Week Year Project | Organizational Behavior Management | Wartburg College | Waverly, IA Mar. 2024

- Learned to plan, organize, lead, and control a clear vision, SMART goals, and specific tactics
- Committed, took ownership, and executed for 90 consecutive days to reach set goals
- Developed a process for continuous improvement by aligning purpose with execution

Individual Marketing Plan Project | Principles of Management | Wartburg College | Waverly, IA. Apr. 2023

- Created a complete marketing plan for Naked Whey Protein to increase their success in the market
- Applied SWOT analysis, values, and advertising to uncover opportunities for growth and development

## CAMPUS INVOLVEMENT & LEADERSHIP

Men's Wrestling | Wartburg College | Waverly, IA Sept. 2021 - Present

- Strained myself mentally and physically while maintaining excellence in classroom
- Learned the value in great team culture, loyalty, dependability, authenticity, attitude, and work ethic
- Underwent three major surgeries learning to battle through adversity and persevere in hard times
- Engaged in community service by aiding in natural disaster cleanup and elementary school relocation

## WORK EXPERIENCE

Summer Construction Apprentice | Green River Basin Wells Service | Sheridan, WY May 2019 – Aug. 2023

- Gained a lot of experience in manual labor and operating heavy machinery
- Discovered value of integrity, servant leadership, hard work, and self-discipline through my mentor
- Studied and consulted on employee motivation and behavior in the workplace in summer of 2023

Lifeguard | Sheridan Recreation District | Sheridan, WY May 2017 – Aug. 2018

- Learned to put safety first in the workplace and be proactive in preventing dangerous situations
- Developed situational awareness, the ability to remain calm in under pressure, and efficient communication tactics